



# Application and Permit for Special Events in Sandy City

Sandy City intends that citizen requests for Special Events be accommodated if they do not jeopardize the safety of citizens, unnecessarily restrict the operation of Sandy City, or impede traffic. (Any activity that includes Sandy City Parks or Green Space fall under the jurisdiction of the Sandy City Parks and Recreation Department, 440 East 8680 South, Sandy, Utah 84070 - Phone: 568-2900 and requires a separate application.).

Today's Date \_\_\_\_\_ Date of Event \_\_\_\_\_ to \_\_\_\_\_

Type of Event: \_\_\_\_\_

Address/Location of Event: \_\_\_\_\_

## Responsible Individual:

Name: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ FAX \_\_\_\_\_

Organization: \_\_\_\_\_

Time(s): \_\_\_\_\_ a.m. \_\_\_\_\_ p.m. to \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

**Please answer the following questions as completely as possible. Use separate sheet if necessary.**

Approximate number of people attending \_\_\_\_\_

Will food be served? ☐ Yes ☐ No If so, what kind? \_\_\_\_\_

Will beverages be served? ☐ Yes ☐ No If so, what kind? \_\_\_\_\_

Will projectiles be involved? ☐ Yes ☐ No If so, what kind? \_\_\_\_\_

Special lighting? ☐ Yes ☐ No If so, what kind? \_\_\_\_\_

Special sound equipment? ☐ Yes ☐ No If so, what kind? \_\_\_\_\_

(i.e., amplifier, megaphone, etc.)

Traffic and Parking expectations: \_\_\_\_\_

Attach map of event location(s), if necessary.

*Sandy City will review the request for a Special Event to ensure that your rights and the rights of others can be maintained. Upon review, there may be conditions of approval attached to this permit. You must comply with any and all conditions to conduct this event. Please allow ten business days for processing.*

\_\_\_\_\_  
Signature of Applicant

Please return application to: Community Relations Coordinator, 10000 South Centennial Parkway, Sandy, Utah 84070

Phone: 801-5687254 Fax: 801-568-7278 - Email [sandypo.lchriste@state.ut.us](mailto:sandypo.lchriste@state.ut.us)

## FOR OFFICE USE ONLY

All Sandy City Departments that will be affected will be contacted. Special Conditions or Concerns **may** be attached to the approved permit.

Police \_\_\_ Fire \_\_\_ Traffic \_\_\_ Parks \_\_\_ Inspections \_\_\_ Board of Health \_\_\_ Business License \_\_\_ Risk Management \_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_